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**Air National Guard (ANG) Military Vacancy Announcement (MVA)**  
*(Must be a current ANG member only)*

**2010-228**

**KNOWLEDGE OPERATIONS SUPERINTENDENT**

**PROMOTABLE MSGT - SMSGT**

*\*(Must meet this rank requirement at closeout date)*

**Closeout Date: 7 Dec 2010 Close of Business (COB)**

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To view the most current application procedures/requirements, refer to the ANG Careers webpage at <http://www.ang.af.mil/careers/mva/procedures.asp>

Headquarters ANG Title 10 2-4year Statutory Tour at **NGB/A6 (Joint Base Andrews, MD)**. Must be Air Force Specialty Code (AFSC) **3D071, 3D091, 3D070, 3D090**. Duties and Responsibilities: Coordinate and implement the command Knowledge and Information Management program. Conduct project studies and develop detailed plans requiring analysis of operational and business mission processes. Responsible for establishing policy and guidance for the Air National Guard in the use of portal technology to enhance information sharing, collaboration, automate operational and business mission processes, develop common operational pictures, and develop critical mission information/collaboration capabilities. Evaluates proposed knowledge management and portal initiatives to ensure compliance with DoD, HQ USAF, and NGB policy. Develops implementation plans as appropriate. Develops migration plans for implementation of new portal Knowledge Management (KM) and Information Management (IM) technology. Develops strategic goals, plans and milestones for expanded use of technology to support operational and business mission processes in the ANG. Conducts studies and surveys as necessary to assess and/or modify program implementation requirements. Assesses and identifies training needs and develops training programs, or locates and recommends sources of training that ensure users can apply the best techniques in using associated information technology (IT). Utilizing a change management strategy, educates personnel on portal capabilities and publicizes opportunities to reengineer business processes to take advantage of leading-edge technologies. Serves as an Air Force MAJCOM Portal Content Manager with agency level administrative authority. Responsible for the design, security, integrity and functionality of ANG portal pages. Provide technical expertise and consultative Enterprise Information Services support to the Air Directorate, NGB, ANGRC, Bases and field functional portal content managers. Represents the organization at conferences and meetings and presents briefings.

Additional Qualifications/Knowledge: Knowledge of a wide range of information management services, methods and techniques plus an understanding of knowledge management program policies and procedures to accomplish plans, development and implementation and evaluation of KM and IM capabilities. Ability to stay well informed on rapidly changing technology, to evaluate its possible impact on organization missions, and to develop plans to satisfy requirements.

Mandatory criteria as indicated in the MVA must be documented on the members report on individual personnel (RIP). If it is not indicated on the RIP, it is incumbent upon the applicant to ensure that the appropriate source documentation is provided with the application.

Must meet the above stated grade/rank requirement by closeout date of advertisement.

Member must have a Secret Clearance or an open investigation to apply for statutory tour positions.

Enlisted applicants who are higher grade than the highest grade for the advertisement must provide a statement of understanding with the application stating he/she is willing to be voluntarily demoted if selected for this position, IAW ANGI 36-25-03, Paragraph 3.4.3.

Officers applying for a statutory tour position must have a minimum of a Bachelors degree prior to applying.

Application for this MVA signifies agreement to the following statement, in accordance with (IAW) Title 18 USC 1001: “I certify that, to the best of my knowledge and belief, all of the information on an attached to this application is true, correct, complete and made in good faith. I understand that false or fraudulent information on or attached to this application may be grounds for rejection or for release from statutory tour after I begin work, and may be punishable by fine or imprisonment. I understand that any information I give may be investigated.”

**Questions regarding this advertisement can be sent to [hr.apply@ang.af.mil](mailto:hr.apply@ang.af.mil)**

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